



Bauhaus-Universität Weimar

Faculty of Architecture and Urbanism

Certification of a mentored internship semester Bachelor of Architecture

Intern/ trainee

Ms/Mr _____

Date of birth _____ Place of birth _____

Student registration no. _____

Office providing the internship

Company name _____

Address of the office _____

Company owner _____

Internship details

Specified period from: _____ until: _____

Regular working hours _____ Hours per week _____

Absence from Work _____ hours.

Fields of activity

| | |
|---|-----|
| Basic evaluation / Strategic planning | [] |
| Preliminary design / Preliminary studies | [] |
| Concept planning / Engineering | [] |
| Permit planning/ Project submission | [] |
| Production information / Detailed planning | [] |
| Tendering and contracting | [] |
| Site supervision / Construction management | [] |
| Project control/ completion and documentation | [] |



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Person in charge

Ms/Mr. _____

Position _____

Place and date _____

Signature of the person in charge _____

This certification needs to be accompanied by a job reference drawn by the office, which has offered the internship to the trainee.

Recognition Guidelines

An internship will be credited towards the degree, if the total number of the working hours performed by the trainee convert into at least 21 credit points (CP). 30 working hours correspond one CP. A maximum of 27 CPs can be credited towards the degree.

Out of the eight fields of activity mentioned above the trainee must perform in at least four of these areas. The office providing the internship needs to document this on page 1 of this form. The trainee shall work under the guidance of an architect who is authorized to sign a building application and/or who is a registered member of the chamber of architects (or equivalent as defined by the standards of the particular country where the internship provider's office is located.)

Declaration of Consent

Students are to complete their internship semester by submitting a report, which documents both, their personal experience and a project they have worked on during their internship. If the internship provider agrees to it, this report and the name, address and contact information of the company will be provided for inspection to other students and academic staff of the Faculty of Architecture and Urbanism at the Bauhaus-Universität Weimar.

Please check the appropriate boxes:

I hereby agree that the name, address and contact information of our office may be provided or made available electronically to students of the Faculty of Architecture and Urbanism who are looking for a placement.

I agree I disagree

I hereby agree that the report and project documentation produced by the above-named trainee may be made available for inspection to other students and academic staff of the Faculty of Architecture and Urbanism at the Bauhaus-Universität Weimar.

I agree I disagree

Place and date _____

Signature of the person in charge _____